

**NUTRITION SERVICES DIVISION  
MANAGEMENT BULLETIN**

**No. 02-132**

|                   |   |                                      |
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| <b>TO:</b>        | School Nutrition Program Sponsors   | <b>ISSUE DATE:</b><br>September 2002 |
| <b>ATTENTION:</b> | Food Service Director   |                                      |
| <b>SUBJECT:</b>   | Proposed Regulations for Verification Reporting and Recordkeeping Requirements for Eligibility of Free and Reduced Price Meals and Free Milk in Schools |                                      |
| <b>REFERENCE:</b> | Title 7, Code of Federal Regulations Part 245 and Federal Register, Volume 67, Number 154, Friday, August 9, 2002                                       |                                      |

**RESPONSE DEADLINE:  
October 8, 2002**

This Management Bulletin transmits the proposed regulations from the United States Department of Agriculture (USDA) regarding verification requirements for school nutrition programs' free and reduced-price applications. Comments on these proposed regulations must be postmarked on or before October 8, 2002, and sent to:

**Robert M. Eadie, Chief**  
Policy and Program Development Branch  
Child Nutrition Division  
Food and Nutrition Service  
United States Department of Agriculture  
3101 Park Center Drive  
Alexandria, VA 22302

Your comments may also be submitted electronically to:

[cndproposal@fns.usda.gov](mailto:cndproposal@fns.usda.gov)

If comments are sent electronically, senders should designate "receipt requested" to be notified by e-mail that the message has been received by USDA. All written submissions will be available for public inspection in Room 640, at the address listed above, during regular business hours (8:30 am to 5:00 pm) Monday through Friday.

In addition, please send a copy of your comments to:

California Department of Education  
Nutrition Services Division  
560 J Street, Suite 270  
Sacramento, CA 95814  
Attn: Laura Gidding, Program Analyst  
or electronically to [lgidding@cde.ca.gov](mailto:lgidding@cde.ca.gov)

## **SUMMARY**

USDA is proposing to amend Title 7 CFR 245.6(a)(c) to require that school food authorities report verification information to the state agency by March 1 of each year. The state agency will then be required to analyze the data, determine if there are potential problems, formulate corrective actions, implement technical assistance if necessary, and report data, findings, and corrective actions to USDA by April 15 of each year.

If you have any questions, please contact your nutrition services representative, the Field Services Unit at (916) 445-0850 or (800) 952-5609, or Laura Gidding at (916) 324-6153 or [lgidding@cde.ca.gov](mailto:lgidding@cde.ca.gov).

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Marilyn Briggs, Director  
Nutrition Services Division  
Assistant Superintendent of Public Instruction